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Maine Immunization Program  
Tel. (207) 287-3746  
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To: Maine Immunization Providers

From: Maine Immunization Program

Subject: **NEW** VFC Provider Educational Requirement **INSTRUCTIONS**

Date: April 2, 2013

The Maine Immunization Program (MIP) recently sent a communication to provider sites about the new VFC Provider Education Requirements. MIP has developed instructional guidance on how to complete the CDC You Call the Shots modules and obtain the certificates of completion. You must complete both the Vaccine Storage and Handling You Call the Shots and the VFC Requirements You Call the Shots modules to fulfill the education requirement.

Go directly to the CDC You Call the Shots Module Page:

<http://www.cdc.gov/vaccines/ed/youcalltheshots.htm>

Click on the Vaccine Storage and Handling link.

Scroll to the bottom of the page and click Continue.

Complete the module.

On the last page there will be a course number and a verification code you will need for later.

Repeat the above process for the Vaccines for Children (VFC) You Call the Shots Module. Obtain the course number and verification code needed for later.

Once both modules are completed, you must register to obtain your certificates.

Click on the link: <http://www2a.cdc.gov/TCEOnline/>

Click New Participant to register and obtain a User Name and Password (sent by email).

Complete the log-in process.

Complete below steps for both of the You Call the Shots modules.

Click on the Participant Services link on the left side menu bar.

Click the Search and Register icon.

Enter the first Course Number from the last page of the module into the keyword search field.

The course link will appear below. Click on this.

Choose desired CE credits and click the Submit button.

Answer the questions regarding education and employment and click the submit button.

Go back to the Participant Services page and click on the Evaluation and Tests icon.

Click on the Self-Study Courses Link.

Click on the Take Evaluation Link.

Enter the Verification Code from the last page of the Module and click Submit.

Complete the Evaluation and click the Submit button.

Click on the Transcript & Certificate Icon.

Click on the Certificate Link and print the Certificate.

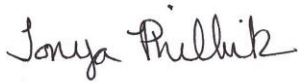
Write your PIN and Facility name on your certificate.

Once you have both certificates, fax these to the Maine Immunization Program at (800)437-5743 or (207)287-8127.

If you have any additional questions, please contact Jessica Demers at 207-287-3746 or email [Jessica.Demers@Maine.gov](mailto:Jessica.Demers@Maine.gov).

Thank you for your dedication to keep the citizens of Maine free from vaccine-preventable diseases.

Sincerely,

A handwritten signature in black ink that reads "Tonya Philbrick". The signature is written in a cursive, flowing style.

Tonya Philbrick, BS, NCMA  
Director  
Maine Immunization Program